AVAYA

Complaint Submission Form

Avaya SIP Trunking

Instructions: Please complete this form and ensure that all writing is in print lettering as we may not be able to process your complaint if we can't read

Customer / Company name
Your Name (if different from Customer name or Company name), **relationship to customer or title**
Service address (address where the service is being provided) Street Address, Unit

City/Town	Province	Postal Code

Contact Numbers where we can reach you	
Number:	**Email:**

What is your complaint about?

☐ Billing Error – Please enter the amount you are disputing. $_____
☐ Contract
☐ Service Delivery
☐ Transfer of Service
☐ Legal

☐ Other*:_____

Please provide the details of your complaint.

_____
_____
_____
_____
_____
_____

_____   _____
Signature   **Date (DD/MM/YYYY)**

Please submit the completed complaint form to CLOUDCOMPLAINT@AVAYA.COM

Upon receipt of the complaint form, we will review and provide you with a complaint tracking number. The complaint process begins the next business day following receipt of the complaint.